**Introduction:**

This policy is to make sure that UKRCG has all the right things in place to protect and safeguard adults.

UKRCG believes in protecting an adult’s right to live in safety, free from abuse and neglect. This policy sets out the roles and responsibilities of UKRCG in working together in promoting the adult’s welfare and safeguarding them from abuse and neglect. Employees, trustees and volunteers should be made aware of how this policy can be accessed.

This policy and related procedures are applicable to the trustees and volunteers of UKRCG. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

**Care Act 2014 Definition of an Adult at Risk of Abuse:**

Where a local authority has reasonable cause to suspect that an adult in its area (whether or not ordinarily resident there)

(a) has needs for care and support (whether or not the authority is meeting any of those needs),

(b) is experiencing, or is at risk of, abuse or neglect, and

(c) as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

**Key Principles of Adult Safeguarding:**

In the safeguarding of adults, UKRCG are guided by the six key principles set out in The Care Act 2014 and Making Safeguarding Personal. UKRCG aims to demonstrate and promote these six principles in our work:

* **Empowerment** – People being supported and encouraged to make their own decisions and informed consent
* **Prevention** – It is better to take action before harm occurs.
* **Proportionality** – The least intrusive response appropriate to the risk presented.
* **Protection** – Support and representation for those in greatest need.
* **Partnership** – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
* **Accountability** – Accountability and transparency in delivering safeguarding.

**Recognising the signs of abuse:**

Trustees and volunteers are well-placed to identify abuse the adult may say or do things that let you know something is wrong. It may come in the form of a disclosure, complaint, or an expression of concern. Everyone within the organisation should understand what to do, and where to go to get help, support and advice.

**Types of Abuse:**

The Care Act 2014 defines the following ten areas of abuse. Councils also include self-neglect as an additional category. These are not exhaustive but are a guide to behaviour that may lead to a safeguarding enquiry. This includes:

* **Physical abuse -** Including assault, hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.
* **Domestic Violence/ Domestic Abuse -** Including psychological, physical, sexual, financial, emotional abuse; so, called ‘honour’ based violence.
* **Exploitation-** Including sexual and/or criminal exploitation
* **Sexual abuse -** Including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography. Witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.
* **Psychological abuse -** Including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.
* **Financial or material abuse -** Including theft, fraud, internet scamming, coercion in relation to an adult’s financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse of misappropriation of property, possessions or benefits.
* **Modern slavery -** Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and those who coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.
* **Discriminatory abuse -** Including forms of harassment, slurs or similar treatment because you are, or are perceived to be different due to race, gender and gender identity, age, disability, sexual orientation or religion.
* **Organisational abuse -** Including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example or in relation to care provided in one’s own home. This may range from one off incidents to long-term ill treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes or practices within an organisation.
* **Neglect and acts of omission -** Including ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.
* **Self-neglect -** This covers a wide range of behaviour neglecting to care for one’s personal hygiene, health or surroundings and includes behaviour such as hoarding.

**Radicalisation to Terrorism:**

The Government through its PREVENT programme has highlighted how some adults may be vulnerable to exploitation and radicalisation and involvement in terrorism. Signs and indicators of radicalisation may include:

* Being in contact with extremist recruiters.
* Articulating support for violent extremist causes or leaders.
* Accessing violent extremist websites, especially those with a social networking element.
* Possessing violent extremist literature.
* Using extremist narratives to explain personal disadvantage.
* Justifying the use of violence to solve societal issues.
* Joining extremist organisations.
* Significant changes to appearance and/or behaviour.

**Reporting Concerns:**

Any trustee or volunteer who becomes aware that an adult is or is at risk of, being abused must raise the matter immediately with the organisation lead or organisation’s designated safeguarding lead DSL. **If the adult requires immediate protection from harm, contact the Police and Adult Social Care.**

Early sharing of information is the key to providing an effective response where there are emerging concerns. To ensure effective safeguarding arrangements no one should assume that someone else will do it.

**Safe Recruitment & Selection:**

UKRCG is committed to safe voluntary employment that reduce the risk of harm to adults with care and support needs from people unsuitable to work with them.

UKRCG has policies and procedures that cover the recruitment of all Trustees and volunteers. Also refer to Code of Behaviour Policy.

**Is there a Person in a Position of Trust Involved?**

In any instance of safeguarding, consideration must be given as to whether an allegation has been made against a person in a position of trust (PiPoT) and who may be a risk to others. This can be anyone from a formal employee or volunteer, to an informal carer. Southampton City Council Adult Social Care Connect have a process in place for relevant information sharing and for reporting individual. For further guidance: <https://www.southampton.gov.uk/health-social-care/adults/help-for-vulnerable-adults/>

**Safeguarding Awareness:**

UKRCG will ensure an appropriate level of safeguarding awareness information is available to signpost its Trustees, Volunteers and any relevant persons linked to the organisation who requires it (e.g. contractors).

Southampton Local Safeguarding Adults board offer free Adult Safeguarding training

<https://southamptonlsab.org.uk/training/>

<https://www.eventbrite.co.uk/o/southampton-safeguarding-partnerships-40201372433>

# Safeguarding is everyone’s responsibility:

Safeguarding vulnerable adults is a part of the wider role of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect specific vulnerable adults who are suffering or are at risk of suffering significant harm. As adults and/or professionals or volunteers, everyone has a responsibility to safeguard vulnerable adults and promote their welfare.

Safeguarding and promoting the welfare of vulnerable adults – and in particular protecting them from significant harm - depends upon effective joint working between agencies and professionals that have different roles and expertise.

Some of the most vulnerable adults and those at greatest risk of social exclusion, will need co-ordinated help from health, education, social care, and quite possibly the voluntary sector and other agencies, including justice services.

For those vulnerable adults who are suffering, or at risk of suffering significant harm, joint working is essential, to safeguard and promote their welfare and – where necessary – to help bring to justice the perpetrators of crimes against them. All agencies and professionals should:

* be alert to potential indicators of abuse or neglect;
* be alert to the risks which individual abusers, or potential abusers, may pose to vulnerable adults;
* share and help to analyse information so that an assessment can be made of the individual's needs and circumstances;
* contribute to whatever actions are needed to safeguard and promote the individual's welfare;
* take part in regularly reviewing the outcomes for the individual against specific plans; and
* work co-operatively with parents and/or other carers unless this is inconsistent with ensuring the individual's safety.
* Unless organised by the group no trips are to be arranged outside the groups’ agreement

As one of its major activities UKRCG seeks to serve the needs of vulnerable adults, promoting holistic development.

In doing so UKRCG takes seriously the welfare of all vulnerable adults who come onto its premises or who are involved in its activities.

UKRCG aims to ensure that they are welcomed into a safe, caring environment with a happy and friendly atmosphere.

UKRCG recognises that it is the responsibility of each one of its volunteers to prevent the neglect, physical, sexual or emotional abuse of vulnerable adults and to report any abuse discovered or suspected.

UKRCG recognises its responsibility to implement, maintain and regularly review procedures, which are designed to prevent and to be alert to such abuse.

UKRCG is committed to supporting those who work with vulnerable adults and to providing supervision.

UKRCG is committed to maintaining good links with the statutory social services authorities.

For reasons of consistency and practicality, UKRCG’s procedures for safeguarding vulnerable adults will be the same as those for safeguarding children and young people (*qv*) except where the law, or the specific circumstances of an individual's need require otherwise.

Similarly, employees and volunteers may encounter concerns about the safety and wellbeing of children/young people. For more information about children’s safeguarding, refer to UKRCG’s Safeguarding Children Policy.

**Procedures**

What to do if you have concerns about an adult.

You may have concerns about an adult because of something you have seen or heard, or an adult may choose to disclose something to you. If an adult discloses information to you, you should:

Discuss your concerns with your manager or DSL (designated members of staff and refer to the procedure chart below.

**Mental Capacity:**

The MCA defines someone is lacking capacity, because of an illness or disability such as a mental health problem, dementia or a learning disability, who cannot do one or more of the following four things:

* Understand information given to them about a particular decision
* Retain that information long enough to be able to make the decision
* Weigh up the information available to make the decision
* Communicate their decision. Refer to the Mental Capacity Act Code of Practice, <https://www.gov.uk/government/publications/mental-capacity-act-code-of-practice>. UKRCG will need to involve an advocate if the person lacks capacity to make decisions about a safeguarding concern.

Support and guidance will be sought from Southampton City Council Adult Social Care should anyone have any concerns regarding an adult’s capacity.

**Confidentiality and Information Sharing:**

UKRCG expects all volunteers and trustees to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if an adult is deemed to be at risk of harm or **contact the police if they are in immediate danger, or a crime has been committed**.

**Important Contacts:**

**Designated Safeguarding Leads (DSL’s):**

Melanie Tudjaroglu

Sam Tudjaroglu

Oleksandr Itarov

Alternatively, if you are worried that an adult may be at risk of abuse or harm, contact:

**Email:** [adultsocialcareconnect@southampton.gov.uk](mailto:adultsocialcareconnect@southampton.gov.uk)  
**Telephone:** 023 8083 3003  
**Outside of normal office hours:** 023 8023 3344

**Police**  
Emergency – 999  
Non-emergency – 101

Telephone: 0808 2000 247

<https://www.nationaldahelpline.org.uk/>

**Process Chart Where There Are Concerns  
About Adult's Welfare**

Person has concerns about adult’s welfare

Person discusses with manager/DSL

Still has concerns

No longer  
has concerns

Person refers to Initial Response Service – Police or Southampton City Council **Adult Social Care**

No further action, although may consider other agencies such as Local Authority Designated Officer (LADO).

Police or Local authority decide on next course of action.

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| **Date of Change:** | **Changed By:** | **Comments:** |
|  |  | Policy approved by the committee 16.04.22 |
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Please sign to confirm you have read and understood the UKRCG Adult Safeguarding Policy.

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